

POLICE CADET BEAVERTON POLICE DEPARTMENT

RATE OF PAY: \$12.93 per hour
20 hours per week

CLOSING DATE: Open Until Filled

ABOUT THE JOB: A Police Cadet is a part-time temporary non-sworn position which performs a variety of routine and progressively more difficult tasks in an apprenticeship program to prepare for a career in law enforcement. The Cadet will work with various divisions of the police department and perform related work as required.

ESSENTIAL FUNCTIONS:

- Perform clerical duties including recordkeeping, answering telephones, local data processing and filing;
- Provide information and directions to the public;
- Participate in formalized training courses and programs;
- Lift and carry equipment and other items and perform strenuous activities;
- Drive a vehicle on City business and assist in vehicle transportation for fleet maintenance;
- Assist in processing and storing evidence, storage inventory and control of department supplies;
- Assist with community events

TO QUALIFY:

- Must be 18 years of age and currently enrolled full time at an accredited college or university and maintain at least a 2.5 GPA, to be continued throughout employment
- Must be a US citizen or resident alien who has applied for citizenship
- Must be able to work a flexible schedule
- Must possess a valid driver's license and meet the City's driving standards
- Must successfully complete the department's physical agility test
- Must pass a rigorous background examination
- Must pass a medical exam and drug screen

HOW TO APPLY: All interested individuals may apply by submitting a City of Beaverton application form to the Human Resources Department, Beaverton City Hall, 12725 SW Millikan Way, Beaverton, OR 97005. Applications may be completed on our website at www.BeavertonOregon.gov .